# Source Water Assessment and Protection Update

Information for DHS staff and LPA counties on the California Drinking Water Source Assessment and Protection Program (DWSAP)

## New Version of TurboSWAP Released!
### Includes forms for Transient Systems

The long-awaited new version of TurboSWAP was released in January 2002. It includes several new features and enhancements, and some minor corrections.

The new version has been installed for all DHS districts. LPA counties were notified of the availability of the new version in early January. All LPA counties should by now be using the new version.

**ALL OTHER TURBOSWAP USERS WHO HAVE NOT YET COMPLETED SUBMITTALS** should install the new version by following the procedures listed below.

Procedures for Installing a New Version of TurboSWAP
1. Get the assistance of your IT personnel
2. Get the instructions, download the file, and install the new version:
   a. Open your Internet browser and go to this location: <http://swap.ice.ucdavis.edu/>
   b. Click on "TurboSWAP Instructions"
   c. Scroll to the VERY BOTTOM of the screen, where it says, "Get new version"
   d. Click on "TurboSWAP-New Version"
   e. Print out and follow the instructions
3. Start TurboSWAP and make sure that you have the new version dated January 2002 (you will see this on the very first screen)
4. Run the "Update Systems and Sources" task in TurboSWAP
   (If you don't do this step you will not be able to use the transient system features)

The TurboSWAP manual will be updated as soon as possible. ❖

### INSIDE THIS ISSUE

## TurboSWAP New Features

**Transient NonCommunity Water Systems**
You are now given the opportunity, for transient noncommunity water systems, to use a simpler set of forms and procedures to do assessments. If you prefer to add more detail, you may instead choose to do the normal assessment procedures ('default ground water assessment method'). Please note that most TurboSWAP users that are not from DHS or LPA counties will not be using the Transient System forms.

**BACKUP Feature**
At the request of several TurboSWAP users, we have added a Backup button to the task list. This feature will create a backup of your TurboSWAP data file in the location that you specify. This is an additional backup file just for TurboSWAP and does NOT replace your normal procedures for backing up your data.

**Automatic Data Fill-In and Other Changes**
You will note that some fields (such as the presence of abandoned or improperly destroyed wells in the Physical Barrier Analysis) have been automatically filled in with the most common answer. This was done to save time in data entry.

Other fields have been reordered so that the most common selection is listed first.

### WARNING
Do not install multiple copies of TurboSWAP on the same computer without requesting assistance from DHS.

## Acronyms used in this Newsletter

**DHS** – California Department of Health Services, Division of Drinking Water and Environmental Management

**DMS** – GPS Data Management System (data dictionary software for GPS units developed by UCD-ICE)

**GIS** – Geographic Information System

**GPS** – Global Positioning System

**LPA** – Local Primacy Agency (a county that has been delegated primacy for the drinking water regulatory program for small water systems)

**UCD–ICE** – University of California, Davis Information Center for the Environment (DHS contractor for GIS, GPS and other data tools).
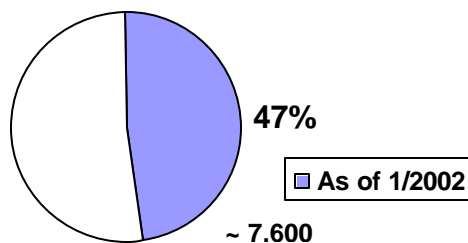
**EPA** – US Environmental Protection Agency

# GPS Progress

Substantial progress is being made in GPS location of sources by DHS districts and LPA counties.

If you encounter any difficulties with GPS, send a note to Sky Harrison at UCD-ICE (sky@ice.ucdavis.edu). ❖

### Sources with GPS Locations*

**47%**

■ As of 1/2002

**~ 7.600**

**\* Submitted through GPS DMS**

# IMPORTANT

We cannot help you restore lost data unless you have submitted your assessments to UCD-ICE via TurboSWAP, or have created a backup file. **Suggestion:** Submit your assessments as soon as they are completed and backup your data!

**For DHS and LPA Staff**

# Standard Cover Letters for Assessments Available

Two different formats for assessment cover letters to water systems have been developed.  One is intended for community and non-transient noncommunity water systems that must prepare a Consumer Confidence Report (CCR).  The other is for transient noncommunity water systems.  The cover letter template briefly summarizes the assessment and informs the water system of its responsibilities for inserting the assessment information in the CCR or distributing the information to customers.  A simple "Questions and Answers About Source Water Assessments" is also included, to be mailed to the water system with the assessment.

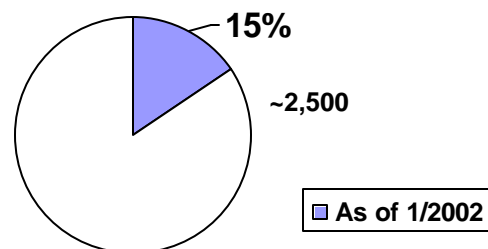DHS and LPA staff may request a copy of the cover letter format from Leah Walker at lwalker2@dhs.ca.gov. ❖

# Assessment Progress

With the release of TurboSWAP, the number of completed assessments continues to increase rapidly.

A list of completed assessments is posted on the DHS website.  Note that this list includes only assessments reported to Leah Walker, and all those submitted via TurboSWAP.

Future versions of TurboSWAP will allow you to record assessments that were completed by other methods.  When this is available, all reporting on assessments will occur through TurboSWAP. ❖

### Completed Assessments

**15%**

**~2,500**

■ As of 1/2002

# Source Water Protection Loans Available

DHS has initiated a low-interest loan program for public water systems to use for drinking water source protection projects.  The loan funds come from a set-aside of the Drinking Water State Revolving Fund (DWSRF).  The types of projects that can be funded include only those that are directly associated with source water protection such as: destruction of abandoned wells; public education; fencing out cattle and other animals from reservoir boundaries; restricting public access to critical portions of protection areas; installation of signs at boundaries of zones or protection areas; land acquisition; conservation easements; and structures to divert contaminated runoff from the source.  Funds cannot be used for source treatment, contamination remediation, or construction of new sources.

Pre-applications are solicited in the fall of each year.  Forms are sent to all non-profit public water systems.  The forms may also be obtained from the DHS DWSRF website at http://www.dhs.ca.gov/ps/ddwem/SRF/SRFindex.htm.  You may also check the website for a copy of the current project priority list. ❖

# Mapping Tool Improved

**More Changes to Come**

The Mapping Tool is available to DHS districts, LPA counties, and other TurboSWAP users to prepare assessment maps. The Mapping Tool is an Internet-based application that displays drinking water sources super-imposed on USGS topographic maps. The tool and instructions can be accessed from the UCD-ICE SWAP website (http://swap.ice.ucdavis.edu/). Contact Leah Walker if you need the password. Access is limited to authorized users only.

The Mapping Tool is continually being improved and enhanced. One recent improvement is the **"Report"** feature. This allows you to produce a standardized map with delineation information, and to save the map for submitting to DHS and including with your assessment.

To save a map in the Mapping Tool, follow these procedures:
1. After delineating the zones, click on the "Report" button on the lower right portion of the screen.
2. A new window appears in Internet Explorer.
3. If the map looks the way you want, click on "File" in the Internet Explorer task bar.
4. Click on "Save As".
5. In the dialog box, enter the following information:
    - In the "Save In" field, specify the folder on your computer where you want to save the map.
    - In the "File Name" field, change the name of the file to something that identifies the map. One suggestion is to name the file xxxxxxx-yyy where xxxxxxxx is the seven-digit system number and yyy is the three-digit source identification number.
    - In the "Save As Type" field, click the down arrow to select "Web Archive, single file (*.mht).
6. Click on "Save".

**NOTE: You must save the file as a \*.mht file in order to save both the picture and the report.** A *.htm or *.html file is NOT acceptable.

Another recent feature of the Mapping Tool is the ability to select any user-defined point on which to do the ground water map and delineation calculations. This latter feature is particularly helpful for assessing sources that are not yet in the DHS database.

An upcoming major revision of the Mapping Tool will allow you to delineate protection zones for multiple wells at the same time and will allow you to display some Possible Contaminating Activities (PCAs). ❖

# LPA DWSAP Invoices

LPA counties must make sure that the all DWSAP invoices include the county name, address, and the invoice number. Remember to include a narrative description of work accomplished, and attach receipts for equipment purchases.

The invoices must be consistent with budgeted line items, including benefits and overhead percentages. If these numbers have changed, the budget must be revised. ❖

**Submit all DWSAP invoices and contract changes to:**

**Department of Health Services
Drinking Water State Revolving Fund
Attention: TERRY WILSON
P.O. Box 942732
Sacramento, CA 94234-7320**

# New on the DWSAP Website!

Check the DWSAP website regularly (http://www.dhs.ca.gov/ps/ddwem/dwsap/DWSAPindex.htm) for new guidance, forms, and updated information. Items that have been posted recently include:

- Forms and procedures for assessments for surface water sources (updated)
- Guidance for delineating protection zones for springs and horizontal wells
- List of completed assessments (sorted by county)
- TurboSWAP information (including a PowerPoint demo of the program) ❖

# TurboSWAP New Features
## *(continued from Page 1)*

**Vulnerability Discussion**
The Discussion of Vulnerability is now a REQUIRED element of an assessment. This change was based on comments received on assessments done with the earlier version of TurboSWAP. The comments indicated that the Vulnerability Summary appeared incomplete or did not provide enough information. The standard Vulnerability Summary stated the PCAs that the source was most vulnerable to, and identified those associated with detected contaminants. It did not, however, state which contaminants, if any, had been detected, or the PCAs associated with a particular contaminant. Previously, this information could be entered in the Discussion of Vulnerability, but this was an optional element and was included with the Assessment Summary. The new version of TurboSWAP REQUIRES the entry of the Discussion of Vulnerability and moves it to the Vulnerability Summary. Assessments submitted with the previous version of TurboSWAP do not need to be re-done.

**Completed Systems Report**
There are now two new progress reports in TurboSWAP. The reports are:
* *SYSTEMS Which Have Been Completed*
* *SYSTEMS Which Have Not Been Completed*

The first report lists the water systems for which you have indicated that assessments for all active sources have been completed. To indicate that a system's assessments are complete, use one of the following procedures.

1. **For systems completed with the new version of TurboSWAP:**
   When you complete an assessment for a source and are submitting the report in TurboSWAP, a new screen appears. It asks "Does this complete all assessments for all *ACTIVE* sources for this *SYSTEM*?" If this is the assessment for the last source for this particular water system (including surface water sources), click on "Yes". If there are still assessments to be completed, click on "No".

2. **For systems completed before the new version of TurboSWAP:**
   From the TurboSWAP Task Manager screen, click on the "Assessment Tasks" button. At the Select Water System screen, highlight the system you want to work on (click on the system name). Then click on the button at the lower right part of the screen titled "Set System Assessment Status". You will then be asked "Are assessments for all ACTIVE sources for this SYSTEM complete (including surface water sources)?" Select "Yes" or "No" as appropriate. After doing this, click on "Task Manager". You will go back to the Select Water System screen and should note that the system name has now turned gray. This is how you can tell at a glance the systems that are done. ❖

# Assessment Tips and Suggestions

**Detected Contaminants**
When conducting the PCA inventory, you should make an attempt to identify PCAs that are associated with any detected contaminants of human origin. Identify these PCAs by placing a "Y" in the "Contaminant Detected" field in the PCA inventory. In the adjacent "Comments" field enter the contaminant that has been detected. The PCAs associated with detected contaminants will be at the top of the Vulnerability Ranking.

**Nitrate**
Several staff have identified Nitrate as being associated with "Wells – Water Supply". Please check this finding closely. In the PCA inventory we are trying to identify the sources of nitrate, such as septic systems, animal facilities, fertilizer applications, etc. Drinking water wells are not typically a source of Nitrate, though the operation of wells may tend to spread the Nitrate plume further. ❖

# DWSAP Assistance

For questions or comments regarding this Update, contact Leah Walker at lwalker2@dhs.ca.gov or 707-576-2295.

For questions regarding TurboSWAP, send an e-mail message to ddwemhot@dhs.ca.gov and send a copy to Leah Walker.

For questions regarding GPS, send an e-mail message to Sky Harrison at sky@ice.ucdavis.edu.

For general DWSAP questions and comments, send an e-mail message to the SWAP list server at swap@ucdavis.edu. ❖